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To: Ambulance Service Providers, EMS Training Centers and
Ambulance Service Medical Directors

From: Dan Williams, Chief
Wisconsin Emergency Medical Services Systems Section
Bureau of Local Health Support and EMS

Re: WARDS - No Cost Use

There has been some confusion over whether there is a cost involved in submitting run reports to WARDS. There is no cost for ambulance services to use WARDS, either directly through the website, or by exporting from ImageTrend's Field Bridge. We felt that a no user fee system was important to provide to Wisconsin ambulance service providers.

There is a cost to buy ImageTrend's Field Bridge laptop software, but it is optional. Once purchased, submitting reports from that Field Bridge is free. If you already use other service software and prefer to keep using it, your software vendor may charge for the development of an export bridge to WARDS. Many vendors are providing a bridge at no cost.

As service director, you have complete and constant control over your service's setup in WARDS. You also have complete and constant access to your service's run reports in WARDS. You can use WARDS as your own service's data collection and reporting system.

You can log into WARDS directly at www.emswards.org.

Before you set up their Field Bridge, ImageTrend's staff recommends that you set up your service options in WARDS; however you prefer to customize your section. By doing this, all changes can be made in one place. You won't have to update laptops individually (if you use them). WARDS will update your Field Bridges automatically, each time they send in a report (new settings, staff listings, etc.).

Submitting Data to WARDS

In order for WARDS to provide bioterrorism surveillance, run reports need to be submitted as they are completed. Likewise, in order for hospitals to use the window into run reports for their own patients, run reports need to be entered into WARDS as soon as possible. Waiting a few days or a week isn't useful for these purposes. You can enter a partial report for your Emergency Department, complete it later, and resend it when you're finished. WARDS will recognize the same report and update it with the additional information.

To export from ImageTrend's Field Bridge into WARDS, set it up to export to <https://www.emswards.org/emswbservice3/emswbservice3.aspx>. Once you've done that, click "post" to send your report. It's very easy, and it is free of charge.

If you have other questions or concerns about WARDS use, please contact Ann Moses at (608) 261-9437 or mosesae@dhfs.state.wis.us.

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